

**QUINCY COLLEGE
BOARD OF GOVERNORS
AUGUST 4, 2022**

The meeting of the Quincy College Board of Governors was held on **Thursday, August 4, 2022, at 6:00 p.m.** in the 7th Floor Conference Room at Quincy College, and by Zoom as allowed by the State of MA Emergency Open Meeting law due to the COVID 19 crisis. The member roll was called at 6:00. The following members of the Board were present: Governor Paul Barbadoro (Chairman), Governor Christopher Carroll, Governor Dolly Di Pesa, Governor Gregory Hanley, Governor Robert Harnais, Governor Joseph Shea, Governor Frank Santoro. With seven members present, there was a quorum.

Also present: President Richard DeCristofaro
Chief of Staff/General Counsel, Jessica Cherry
VP of Finance, Martin Ahern
VP of WFD and Community Engagement, Kate Lopci
Sr. Director of Grants, Tracey Merrill
Executive Director of Marketing, Matt McGowan
Capital Resources & Building Operations Manager, Michael Ryan

The Pledge of Allegiance was recited, and a moment of silence was held for personal intentions.

Governor Hanley asked if anyone would like to speak to the Board as part of the open forum agenda item. There were no requests.

OLD BUSINESS: There was no old business.

President's Report

1. President DeCristofaro gave his report and presented an informational marketing video highlighting recent College activity.
2. President DeCristofaro introduced Michael Ryan, Capital Resources & Building Operations Manager. Mr. Ryan will be overseeing multiple projects and provided an update.
 - a. Preparations for the buildout of the Radiologic Lab in the Saville Building are underway. He has met with Governor Carroll to get needed permits and will be putting together a more detailed project timeline. Completion is targeted for September 2023.
 - b. The JVS project is also moving along. CUBE 3 has been selected as the architect for the project and, with support from the Mayor, will partner with Lee Kennedy. There is a long lead time to order equipment and QC and JVS will work together with the City of Boston to obtain necessary permits. Although it is complicated to work in Boston, he noted that President DeCristofaro and Provost Yatin have made this a priority and he hopes to expedite this project. Mr. Ryan will report back later with a clearer timeline of the expected completion dates of project milestones.

- c. Chairman Barbadoro mentioned to Mr. Ryan that the Board of Governors has a Finance and Facilities Committee, and that the Committee has the responsibility of overseeing these projects, both the JVS and the new lab. Governor Barbadoro stressed that they will want to be kept informed of timelines, costs, locations, safety.
 - d. Chairman Barbadoro asked if there is any projection on when the JVS project will be ready. Mr. Ryan indicated they will know more in the coming weeks and agreed to get information to the Board as it becomes available.
 - e. Governor Shea asked about the Clery Act and reporting. Ms. Cherry confirmed that Quincy College has been compliant with all Clery reporting requirements and will make sure Mr. Ryan has access to the Dan O'Neil report to continue to develop safety procedures and reporting policies.
3. Mr. Ryan left the meeting.
4. Dr. Servet Yatin was introduced and presented the following:
 - a. Dr. Yatin used a PowerPoint presentation to provide updates, including the catalogue, the Radiologic Technology Lab and the QC/JVS venture. Dr. Yatin informed the Board that she has identified a Director candidate and an offer is in process. If successful, that person will start in October. Even though the building cannot be occupied yet, her opinion is that it makes sense to have a Director onboard early.
 - b. Dr. Yatin talked about possible alternative program models in September including online and onsite, with some delayed, such as Biotechnology, because of capacity.
 - c. Governor Di Pesa asked Dr. Yatin about enrollment numbers in the Business Program and if they correspond with what was projected. Dr. Yatin explained that they are lower than expected.
 - d. Governor Harnais asked if there would be any revenue impact as a result of a JVS delayed start. Martin Ahern mentioned that because of the cohorts, and the fact that we do not incur expenses from the new building, there will be minimal impact on our budget, with the exception of the things we are running from the Quincy location.
5. President DeCristofaro mentioned that the Commencement Speaker for 2023 is Kenn Turner from Massachusetts Life Sciences Center.
6. Tracey Merrill provided an update to the board on highlights of recent grant activity (handed out an attachment) with specific mention of a grant that was received from Massachusetts Life Sciences in the amount of \$150K. Ms. Merrill mentioned that she can "only chase so much." Chairman Barbadoro inquired if there was more help available, would Ms. Merrill be able to secure more money/grants. Ms. Merrill replied that while it could help, it is also important to be able to implement them as well and that it does not send the right message to be awarded grants and then not be able to implement programs, and that institutional capacity needs to be considered.
7. President DeCristofaro introduced Kate Lopci for an update on Workforce Development and Community Engagement.
 - a. Ms. Lopci provided an update on the different cohorts that are currently in place and mentioned that two new instructors were recently hired to oversee these programs at our clinical sites.

- b. Ms. Lopci also talked about her efforts to build relationships with other partners including Spaulding, Mass General and South Cove.
 - c. Ms. Lopci mentioned that she does not anticipate any issues with enrollment for the HiSET/ESOL. Chairman Barbadoro asked about the enrollment in Plymouth for ESOL and Ms. Lopci explained that it is lower because of the demographic. Most of the need for that program is in Quincy.
8. President DeCristofaro introduced Matt McGowan for an update on Marketing.
- a. Mr. McGowan began by stating his intentions to build a brand and to identify and highlight who our audience is to target marketing efforts in the most effective way. Mr. McGowan also shared the new tagline that will be used on all marketing materials, "Let's Get to Work," saying that it is a motto that everyone at the college can rally behind. Mr. McGowan also expressed his intent to go heavy with digital marketing, including testimonials that can be shared on the website to get student stories out into the world.
 - b. Chairman Barbadoro expressed how happy he is to hear about all of the work that is being done in Marketing. He congratulated Mr. McGowan and the President on the initiative.
9. President DeCristofaro informed the group that Meghan Giovannoni was unable to attend the meeting, but expressed his appreciation for all of the extraordinary work she has been doing in the area of Student Support. Orientations for new students are scheduled, ECHS is planned and enrollment continues to climb. The President also provided an update on the Appreciation Event that is being planned for November 16th to get together with our Community Partners to thank them for their support. The event will be held at the Tirrell Room. The Board will be receiving invitations.
10. The President informed the Board that the summer programs in Plymouth went well. There are meetings taking place now with the landlord to talk about the lease and space needs to stay there for the foreseeable future. Chairman Barbadoro asked about the square footage. The President informed him that it is 48,079 sq. ft.

NEW BUSINESS

- 1. Governor Paul Hanley raised the topic of the Board of Governors Appointing Committee, and that there will be 4 vacancies. He turned the meeting over to Governor Shea to continue on this topic.
- 2. Governor Shea provided an update on, and read to the attendees, the 2006 Legislation (updated from Section 2 of Chapter 53 of the 1994 Legislation). The following is a summary of 2006 legislation relating to the appointing of governors to the board:
 - 2 members will be members of the Quincy School Committee
 - 2 members will be members of the Quincy City Council
 - 2 members will be selected by the Mayor of Quincy by Mayor
 - 5 members will be selected by the Chairperson of the Quincy College Board of Governors
 - a. Three Governors' terms are up, and Father Hawker's resignation is expected.
 - b. Chairman Barbadoro talked about the budget and getting back to pre-Covid updates and meeting schedules.
 - c. The Board will meet on August 23rd and will go forward that night with the election of new members. The intent is to get them voted and ready to sit by the September 28th meeting.

3. Governor Hanley talked about Mayor Koch being the key to survival of the college. Governor Hanley also acknowledged President DeCristofaro and his staff as professionals who are getting the college back on the road where it needs to be. Governor Hanley also mentioned that the Board has not been able to be as active as planned because of the Covid setbacks and the fact that everyone was just trying to survive, but is optimistic that things will now start to be different.
4. Chairman Barbadoro talked about the different committees and their functions and reminded everyone any new programs will need to go through Board.

Chairman Barbadoro made a motion to adjourn, and the meeting was adjourned.